

REGULAR COUNCIL MEETING

Jan. 4, 2021

Members Present: Douglas Baker, Mayor
Donna Fletcher, Deputy Mayor
James Johnson
Samuel Lyons
Christian Marshall
Fred Mays
Ryan Rudegeair

Members Excused: None

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
James Wetzel, Fire Chief
Kevin Anundson, Police Chief
Harmony Motter, Finance Director
Charles Gibbons, Code Enforcement Officer
Sheila Boughner, Recording Secretary & Community Development
Sarah Titley, Venango Newspapers, Inc.
Juliet Hilburn, Northern Pennsylvania Regional College
Julie Graf, One of a Kind Design

The meeting was held virtually due to the rising number of COVID-19 cases in the county. Mayor Baker called the meeting to order at 7 p.m.

ADOPTION OF AGENDA - Resolution No. 1

Ms. Fletcher moved to adopt the agenda as presented. Mr. Rudegeair seconded the motion, which passed unanimously.

APPROVAL OF MINUTES - Resolution No. 2

Mr. Johnson moved to approve the minutes of the Dec. 7, 2020 budget hearing and the regular meeting of Dec. 7, 2020, as presented. Mr. Lyons seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 3

Ms. Fletcher moved to pay the bills as presented. Mr. Marshall seconded the motion, which passed unanimously.

CITIZENS' INQUIRIES – None.

NORTHERN PENNSYLVANIA REGIONAL COLLEGE PRESENTATION

Juliet Hilburn, a Student Success Specialist with the Northern Pennsylvania Regional

College, made a presentation to the Council about the college and its programs. The college is a publically-supported, not-for-profit regional college serving nine northern Pennsylvania counties: Cameron, Crawford, Elk, Erie, Forest, McKean, Potter, Venango, and Warren. It offers six associate degrees -- in liberal studies, social sciences, criminal justice, business administration, applied technology and early childhood education. It also offers a general studies certificate program and a number of programs to meet the workforce development and training needs of the region. While the courses are presently all delivered via remote learning because of the pandemic, they are generally presented at locations throughout the region -- such as libraries and high schools -- using live, interactive videoconferencing. The college is open to all with a GED or high school diploma, and is designed to provide an affordable, accessible pathway to post-secondary education to residents of the region. Council thanked Ms. Hilburn for her presentation.

CERTIFICATES OF APPROPRIATENESS – Resolution No. 4

Mr. Johnson moved and Mr. Rudegeair seconded a motion to issue a Certificate of Appropriateness for new signage for Liberty Vault Shoppes at 1243 Liberty Street as presented. Motion passed unanimously.

APPROVAL OF CHANGE FOR TAX ANTICIPATION NOTE AND RELATED RESOLUTION – Resolution No. 5

Mr. Spaid reported that in the process of obtaining the six-month, \$450,000 tax anticipation note from Northwest Savings Bank, approved by Council in November 2020, it was learned that fees would effectively boost the interest rate from 1.19% to 2%, .5% more than the 1.5% rate offered by First United National Bank, the second lowest bidder. The effort to obtain the TAN through Northwest Savings Bank was suspended, and First United National Bank agreed to extend its bid of the 1.5% rate. Mr. Lyons moved to award the bid for a six-month tax anticipation note in the amount of \$450,000 to First United National Bank at a rate of 1.5% interest. Mr. Johnson seconded the motion, which passed unanimously.

FY-2020 CDBG PROGRAM ALLOCATION INCREASE – Resolution No. 6

Ms. Boughner informed Council and the public of an increase of \$7,714 to the City's FY-2020 CDBG allocation. The additional funds increase the City's total allocation from \$304,077 to \$311,791. Ms. Boughner recommended devoting the additional funds to the activity budget for improvements to six streets with a City-wide benefit -- the 1200 Block of Buffalo, 14th -- Buffalo to Liberty, Elk -- 13th to W. Park, Ninth Street -- Elk to Liberty, Otter -- S. Park to 12th, and 13th Street -- Eagle to Chestnut. This would increase that budget from \$231,763.50 to \$239,477.50.

Mr. Rudegeair moved to accept the funds and devote them to the activity budget for improvements to six city streets. Mr. Johnson seconded the motion, which was unanimously approved.

PARADE AND PARK REQUESTS – None.

REPORTS

Manager

- **Resolution No. 7** -- Indicated that Jan. 4, 2021, was the final day of work for Darla Hawke, who retired as an administrative assistant after 43 years of service with the City. She advised Council she would like to create a new position of Resource and Development Assistant to encompass some of Ms. Hawke's duties as well as some IT/computer support tasks and development department activities. She provided council with a job description for the position, designated a Non-Exempt position in the Competitive Class. Mr. Johnson moved to approve the position, as presented, and Mr. Lyons seconded the motion, which was unanimously approved.
- Reported the Downtown Street Light and Paver Replacement Project is moving slowly forward, with a public presentation available on the PennDOT District 1 website. While plans call for the project to be bid out in April and completed in the fall, if there is a delay in obtaining the light poles, that portion of the project may not be completed until late in the year or early next year.
- Advised she would need a short executive session to discuss personnel matters, with no action to follow.

Solicitor – None.

Mayor • Appointments

Resolution No. 8 – Mayor Baker moved to appoint Travis Hicks to the board of the Franklin Housing Authority. Ms. Fletcher seconded the motion, which was unanimously approved.

COUNCIL REPORTS

Mayor Baker

- Indicated he plans to run for re-election as Mayor.

Mr. Johnson

- Said he will run again for City Council.
- He also offered kudos to the Franklin Police Department.

Mr. Lyons

- Said he too plans to run for re-election to City Council.
- Described the 2020 Christmas tree display in Fountain Park as a great success and urged that the effort be continued in some way.

Mr. Marshall

- Indicated he too plans to run for re-election to Council.
- Echoed Mr. Johnson's praise for the police department
- Advised that friends who visited over the holidays were impressed with the downtown displays and shops, but added that some areas of town are in dire need of attention

Mr. Rudegeair

- Said he had been advised by a resident about a possible pedestrian safety issue in the

area of the Liberty Street crosswalk from the gazebo in Fountain Park to Daffin's Candies.

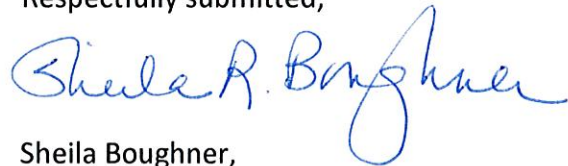
EXECUTIVE SESSION – Resolution No. 9

Ms. Fletcher moved and Mr. Lyons seconded a motion to move into executive session at 7:30 p.m. to discuss personnel matters. Executive Session ended at 7:33 p.m.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:34 p.m.

Respectfully submitted,



Sheila Boughner,
Recording Secretary